

City of Cincinnati



Date: November 1, 2002

FOR YOUR INFORMATION

To: Mayor and Members of City Council

From: Valerie A. Lemmie, City Manager

Copies to: David J. Krings, County Administrator

Subject: **CONVENTION CENTER EXPANSION: PROGRESS REPORT #1**

This progress report on the Convention Center is one which we will present monthly initially and then quarterly to the Mayor and Members of City Council as we implement the Convention Center expansion and renovation.

1. WCPO Relocation

- A. An ordinance processing a zoning change for the new WCPO property was passed by City Council on October 30, 2002.
- B. An ordinance eliminating a deed restriction on the new WCPO property was submitted to City Council on October 23, 2002 and will be considered by the Planning Commission on November 1, 2002. It will be on the Community Development Committee Agenda on November 4, 2002.
- C. A special City staff team has been assigned to ensure the WCPO relocation works smoothly. Ron Regula of Community Development leads up that team.
- D. The Enterprise Zone Agreement ordinance will be submitted to City Council in early 2003.
- E. The \$15 million planned borrowing in order to authorize funds for acquisition of WCPO and extension of design team contracts will occur on November 8, 2002.

2. Project Management

- A. The City project management team staff, coordinated by Tim Riordan, meets twice weekly and is composed of members from Transportation and Engineering, Finance, Law, Community Development, Convention Center, the City Manager's Office, and Hamilton County. They coordinate the many activities which must be accomplished.
- B. The project design team will be in town November 11 – 13, 2002. On

November 13, they will make a preliminary schematic design presentation to the Urban Design Review Board at a public meeting. This team will meet with local users (funding stakeholders, hotels, etc.) and national users (meeting planners) of the convention center.

- C. A Development Oversight Committee is being established and is comprised of funding stakeholder representatives (representatives from City, County, Business, etc). The committee's role is to monitor the project to make sure that it is on schedule and within budget.
- D. The project design team will return to Cincinnati in mid-December with a completed preliminary design. At that time they will make a brief presentation about design progress to the City Council and to the County Commissioners.

3. Hotel/Motel Tax

The City and County have both notified hotels of the effective date of the increase in the tax. Collections by the hotels will start December 1, 2002.

4. Water Service Contracts

Pursuant to City Ordinance 0165-2002, the Cincinnati Water Works will be sending out letters informing Hamilton County and various jurisdictions of their opportunity for water service contract extensions.

5. Corporate Contributions

The Cincinnati Business Committee is being asked to schedule for when the donations will be made to the City. City Council has already established a fund into which these contributions can be made. These contributions will then be made part of the project. We anticipate receiving the funds over the life of the design/construction period (2002-2006).

6. County Contributions

The City will bill the County for the \$1.75 million in December and we anticipate the refund will be received in early January 2003 as per the City and County MOU. City Council will be asked to pass an ordinance in December authorizing acceptance of that contribution.

7. Equity Fund Loan

The language in the letter of intent with the Equity Fund is being fine-tuned. Money from the Equity Fund will be drawn down later in the process, probably beginning in 2005.

8. Naming Rights

- A. Discussions will begin shortly with Cinergy to develop the final terms of the naming rights agreement.
- B. The Administration will bring an ordinance forward authorizing the City Manager to enter into such an agreement before the end of this year.

9. GCCVB Commitment

Meetings will be held with relevant staff to ensure that the GCCVB will be able to meet their commitment of \$1 million a year for 10 years.

10. Center Operation and Contracts

The Administration has begun the process of reviewing existing Convention Center contracts to determine which contracts are available for bidding and at what time.

11. Public Information

The City project team will develop a public information initiative to inform stakeholders (City, County, Convention community, hotel community, and citizens) about the progress of the project.

12. Commitment from the State

The City project team is in the process of working with the City, County, Chamber of Commerce, and the CBC to secure a signed Letter of Understanding between these entities confirming that requesting funds from the State for the Convention Center will be the highest priority in the State Capital Budget for the 2005-2006 biennium.

13. SBE Commitment

- A. A special outreach program will be held on November 13, 2002 from 5:30 PM to 8:30 PM in Room 260 of the Convention Center identifying business opportunities available for Small Business Enterprises during the project.
- B. The program will also include a brief presentation on the scope and design of the project.

14. Convention Facility Authority

- A. The CFA has not yet been appointed by the County.
- B. City and County staff are working to develop appropriate agreements, contracts, leases, financing plans which will be available to implement all of the items in the Memorandum of Understanding between the City and the County.

15. Items to be Presented to City Council

- A. Ordinance for Zoning Change (approved)
- B. Ordinance for Release of Deed Restriction (submitted)
- C. Ordinance for Enterprise Zone Agreement (early 2003)
- D. Ordinance to accept County Contribution of \$1.75 million (December 2002)
- E. Ordinance to accept Naming Rights contribution (December 2002)
- F. Ordinance to adopt Letter of Understanding for State Commitment (December 2002)

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